



Nineteenth session

PATTERN OF CONFERENCES*

BUDGET ESTIMATES FOR THE FINANCIAL YEAR 1965**

Review of the pattern and programme of conferences and of the
related financial implications

Report of the Secretary-General

1. The present report is submitted in accordance with General Assembly resolution 1987 (XVIII) of 17 December 1963 and with the related recommendations of the Fifth Committee.^{1/}
2. The fixed pattern of conferences which is at present in force was established, for a period of five years from 1 January 1958, by General Assembly resolution 1202 (XII) of 13 December 1957. It was continued, in each case for a further period of one year, by resolutions 1851 (XVII) of 19 December 1962 and 1987 (XVIII) of 17 December 1963. Amendments to the initial resolution of 1957 were made in 1962 (resolution 1851 (XVII)); the text as amended is reproduced in annex I to this report.
3. In recommending to the General Assembly in 1963 that the conference pattern should be continued for one more year the Fifth Committee stressed the importance of granting a high priority to the present agenda item at the nineteenth (1964) session of the Assembly.

I

4. The question of establishing a firm conference pattern goes back to 1951. In that year action was tentatively foreshadowed in a report of the Secretary-

* Item 69 of the provisional agenda.

** Item 68 of the provisional agenda.

1/ Official Records of the General Assembly, Eighteenth Session, Annexes, agenda items 60 and 58, document A/5681, paras. 39-45.

General on common services in Geneva.^{2/} This report was discussed in January 1952 at a joint meeting of the Joint Second and Third Committee and the Fifth Committee, which recommended for adoption a resolution (resolution 534 (VI) of 4 February 1952) requesting the Secretary-General to submit to the General Assembly at its seventh session an annual basic pattern of United Nations conferences in Geneva with a view "to the most effective utilization of the available facilities at Geneva and Headquarters and, possibly, to saving on the total expenditure of the United Nations and the specialized agencies". The report accordingly submitted in November 1952 by the Secretary-General^{3/} led to the setting up in November 1952 of the Special Committee on Programme of Conferences (composed of twelve representatives) and to the adoption of General Assembly resolution 694 (VII) of 20 December 1952, precursor of the resolutions by which the conference pattern of the United Nations has been regulated over the past eight years.

5. In its report of December 1952^{4/} the Special Committee enumerated the objectives which a pattern of conferences should seek to achieve. In the Secretary-General's view, the list which is given below, may well serve, without alteration, as a model for the planning of a new five-year pattern:

- (a) To bring about the most effective utilization of available facilities in Geneva and at Headquarters;
- (b) To avoid a clash of dates between meetings of the United Nations and those of the specialized agencies;
- (c) To enable delegations and the Secretariat to plan their conference work well in advance and in full knowledge of all commitments during a given year;
- (d) To explore all possible avenues of economy in connexion with meetings held away from Headquarters;
- (e) To make possible an increased use of common services by the United Nations and the specialized agencies;

^{2/} Ibid., Sixth Session, Annexes, agenda item 28, document A/C.2 and 3/103 - A/C.5/460.

^{3/} Ibid., Seventh Session, Annexes, agenda item 26, document A/2243.

^{4/} Ibid., document A/2323.

- (f) To ensure a stabilized work-load and obviate undue fluctuations both in Geneva and at Headquarters;
- (g) To ensure maximum efficiency in the work of the Secretariat and the delegations.

II

6. In paragraph 2 of resolution 1987 (XVIII) the General Assembly requested the Economic and Social Council:

- (a) To consider the possibility of advancing its first session in each year to January and its summer session to May or early June;
- (b) To undertake in 1964 a study of the optimum frequency for the sessions of its functional commissions, committees and other subsidiary bodies, as well as the possibility of either integrating or eliminating those of the subsidiary bodies whose terms of reference might overlap, so that the Council's conclusions may be available to the General Assembly at its nineteenth session.

In paragraph 3 the Assembly requested the Secretary-General "to provide the Economic and Social Council with such information of an administrative and budgetary nature as may assist the Council in carrying out the above-mentioned study".

7. As regards point (a) above, the Secretary-General proposed to the Economic and Social Council in July 1964^{5/} that its spring session at Headquarters should be advanced to the end of January or the beginning of February in each year, and that its summer session in Geneva should be advanced to the last week in June.

8. The Secretary-General was mindful of the considerations that had led many members of the Fifth Committee to suggest in 1963 that the summer session of the Economic and Social Council should be advanced to a still earlier date, in early June or preferably even in May. These members had been in favour of any step that would enable the Advisory Committee on Administrative and Budgetary Questions, at its annual summer session, to take the financial implications of the Council's decisions into account in its main budget report to the General Assembly. Against this, however, the Secretary-General was compelled to weigh the serious drawbacks

^{5/} Official Records of the Economic and Social Council, Thirty-seventh Session, Annexes, agenda item 36, document E/3950.

that would result from any such change of date. The first of these is the fact that both WHO and the ILO are, by formal agreement with the United Nations, entitled to use the Assembly Hall and other conference facilities in the Palais des Nations during the months of May and June. Any appreciable change in the time-table of their annual conferences would, as the experience of 1964 has shown, cause serious disruption to their work. Secondly, even were it possible to secure the assent of the two organizations, such a rearrangement would give rise to difficulty in connexion with the punctual submission of reports: it would hardly be possible for the financial consequences of the Council's decisions to be reported in due time to the Advisory Committee, for the purpose indicated above, while the problem which the regional economic commissions and other subsidiary bodies of the Council already face, under the existing time-table, in meeting the six weeks' rule (rule 14.4 of the Council's rules of procedure) would merely be accentuated; a similar consideration would apply to the preparation of the World Economic Survey. For all these reasons the Secretary-General proposed to the Council that its annual summer session should be opened in the last week of June.

9. Where the advancement of the spring session was concerned, the Secretary-General suggested to the Council, in line with his submission to the General Assembly in December 1963,^{6/} that the following advantages would result:

- (i) The Council would have an opportunity in January-February each year of reviewing - in relation to the funds appropriated by the General Assembly - the total work programme in the economic and social fields as it emerges from the annual deliberations of the Second and Third Committees of the Assembly;
- (ii) The Council would likewise be in a position to examine the reports of any of its committees and functional commissions that had met in the previous autumn in Geneva;

^{6/} Official Records of the General Assembly, Eighteenth Session, Annexes, agenda item 60, document A/5638, para. 13.

(iii) The holding of a Council session in January-February would serve to lighten the concentration of sessions that occurs during the period March-July in each year, and would make it possible to dispense with the resumed summer session (largely of a procedural nature), which is customarily held at Headquarters towards the end of December.

10. In connexion with point (b) in paragraph 5 above, the Secretary-General commended to the Council the following general principles:

- (i) As a general rule, functional commissions and other subsidiary bodies of the Council should meet biennially. Exceptions should be made only "where the view prevails that a strict adherence to the biennial pattern might retard the rapid progress desired by Member Governments in an area of high priority" - for example, in connexion with the work of the Committee for Industrial Development;
- (ii) Sessions of some of the subsidiary bodies of the Council should be held in Geneva in the latter part of the year. This would spread the work-load more evenly over the calendar year and more evenly between Headquarters and Geneva, and make for a better use of the total conference facilities; and
- (iii) The utmost restraint should be exercised in calling for the establishment of special committees, sub-committees, ad hoc working groups, and similar bodies.

11. In making the foregoing recommendations to the Council the Secretary-General pointed out that although the limitations on conference space which obtained in 1964 (by reason of construction work at Headquarters) might not recur in future years, there would be need to accommodate sessions of the Trade and Development Board and other bodies which the General Assembly was expected to set up on recommendations of the United Nations Conference on Trade and Development. This additional load made it still more imperative to rationalize the Council's calendar of meetings on the lines suggested in his report.

12. The Council also had before it in document E/3944 extracts from a report of the Advisory Committee on Administrative and Budgetary Questions to the General

Assembly^{7/} in which the view was expressed that the total conference programme of the United Nations was now such that its effectiveness was open to serious doubt. The Committee further suggested that "well established programmes in certain fields do not call for annual review by policy-making bodies; indeed, repeated changes in basic policies may well inhibit the actual execution of the work, and there is little doubt that the preparation and servicing of annual sessions of functional and other subsidiary organs occupy a large number of staff who could be employed in the furtherance of the tasks given to the Secretariat by the organs concerned".

13. The Council took the following decisions on 15 August 1964:

- (a) To convene its first session in each year in January or early February, beginning in 1966;
- (b) To convene its second session in the last week of June, in Geneva;
- (c) To discontinue, as a general rule, its resumed session in December, beginning in 1965;
- (d) To continue to convene on an annual basis the Social Commission, the Commission on Human Rights and its Sub-Commission on the Prevention of Discrimination and the Protection of Minorities, the Commission on the Status of Women and the Commission on Narcotic Drugs;
- (e) To continue to convene on a biennial basis the Population Commission and the Statistical Commission;
- (f) To continue to convene on an annual basis the Committee on Housing, Building and Planning and the Committee for Industrial Development;
- (g) To schedule meetings of a limited number of commissions and committees in Geneva in the latter part of the year.

14. In so far as point (d) above is concerned, the Council's report to the General Assembly^{8/} indicates that "a few representatives were in favour of

^{7/} Ibid., Nineteenth Session, Supplement No. 7 (A/5807).

^{8/} Ibid., Supplement No. 3 (A/5803), para. 685.

convening commissions biennially, with certain exceptions, and stressed the need for keeping the demand for conferences and meetings within the limits of available resources. The majority, however, were unable to agree to a biennial pattern. Reference was made to the urgency and importance of the work of the subsidiary bodies of the Council and to the possibility that it might be impaired by less frequent meetings".

15. The Council agreed to revert to the question of its calendar of meetings at its resumed thirty-seventh session, so that adjustments might be made, where necessary, in the light of the action to be taken by the General Assembly on (a) the recommendations of the United Nations Conference on Trade and Development; (b) the recommendations contained in Council resolution 1020 (XXXVII) concerning a United Nations Development Programme; and (c) the review of the pattern of conferences.

16. The Council also decided to request the Secretary-General "to undertake a study of the measures which could be taken to alleviate the problems faced by the United Nations as a result of the ever-increasing number of meetings held each year".

17. As regards the request mentioned in the preceding paragraph, the Secretary-General submits that his own numerous reports on this general subject as well as those of the Advisory Committee attest to the concern with which the progressive expansion of the conference programme is viewed. On the Secretariat side, study of the problems to which this expansion gives rise is, and has long been, a continuous process.

18. Essentially, the Council's request raises two separate points:

- (a) Is it desired to curb, or even reduce, "the ever-increasing number of meetings held each year"? or
- (b) Is it desired to study what measures should be taken to alleviate the problems arising out of a progressive increase in the number of meetings?

19. In the Secretary-General's opinion, point (a) above can be answered only by the Member States and by their delegations in the Fifth Committee and other Main Committees. It involves a question of priorities, that is, a question to which he has repeatedly been requested to give the closest possible attention. He has, in response, made frequent representations over the years to the General Assembly, to the Economic and Social Council, and to their commissions and committees, to the effect that the conference work-load must be held to manageable proportions

corresponding to (i) the budgetary limitations insistently desired by delegations in the Fifth Committee, (ii) the staffing resources that are offered on competitive markets, and (iii) the conference facilities (in the form of meeting rooms and related office space) available in United Nations offices. Parallel representations have been made on numerous occasions by the Advisory Committee. The Secretary-General would emphasize that his various reports on this matter have been presented in specific terms, and he would cite in this connexion those contained in documents A/5638, E/3702, E/3741, E/3846 and, most recently, in documents E/3950 and Add.1 referred to above. Furthermore, in the Foreword to his budget estimates for 1965 the Secretary-General has expressed the hope that the General Assembly will at the nineteenth session take the opportunity to study the general problem in some depth; and it may be that, as a result of its deliberations, solutions will be found to the problems raised by the Economic and Social Council.

20. It is unquestionable that the momentum of the Development Decade and, with it, the promotion of new programmes in the fields of industrialization, trade and development, and the application of science and technology must - unless otherwise counterbalanced - lead to a sharp increase in conference activity. They are, however, by that very token an added argument in favour of applying a strict system of priorities. The budget proposals which the Secretary-General has submitted for 1965 (in the area of conference services) are geared to the level of activity obtaining in the spring of 1964; they include proposals for a minimum and, in his opinion, indispensable strengthening of the Geneva language services. In consequence, the considerable enlargement of the conference programme which may be expected in the coming months will accentuate the cardinal issue: how to accommodate within acceptable limits - in respect of services, facilities and funds - a multiplicity of competing claims on the conference capacity of the Organization.

21. It is proper at this point to refer to one other decision of the Economic and Social Council, since it is likely to have a salutary effect on the conference work-load. In resolution 1020 (XXXVII) of 11 August 1964 concerning the United Nations Development Programme the Council has recommended to the General Assembly the adoption of a draft resolution which, among other things, provides that a single inter-governmental committee shall be established to perform the functions previously exercised by the Governing Council of the Special Fund and the

Technical Assistance Committee. Hitherto each of these two bodies has customarily held two and occasionally three sessions in each year. The consolidation of their functions in a single council should lead to a reduction in the number of sessions and, despite a possible increase in their duration, to an over-all economy on balance.

III

22. In annex II to this report the Secretary-General submits a draft resolution on the pattern of conferences for a further period of five years. In essence it repeats the provisions of the existing resolution (annex I), subject to the addition of new features in operative paragraph 2 (b) and 2 (d) (ii) and certain amendments to previous formulations of the matters dealt with in operative paragraph 2 (c) and (f) and operative paragraph 5.

23. The holding of sessions away from Headquarters or other authorized meeting place upon the invitation of a Government, as dealt with in operative paragraph 2 (f), calls for special comment. Such sessions normally give rise to additional costs. But extra cost is not the sole factor that has to be weighed in such cases, for the factor of efficiency is also present, in the sense of the effect on the work programme of the division or section of the Secretariat which services the body concerned. While there may be compelling reasons for accepting a host Government's invitation, it is idle to pretend that the absence of a number of staff members, including senior officials, for a given period of time is without impact on the continuing work of the Secretariat unit. The Secretary-General would therefore submit that whenever such invitations are extended, the interested body should have regard to both factors. From the financial point of view, the additional costs must be worked out with care so that the sum total of actual costs that are likely to be incurred, including, where appropriate, the cost of any replacement of staff, may be stated with precision. Where the second factor is concerned, the true extra cost cannot in fact be determined and expressed in monetary terms; the factor as such nevertheless merits attention before a decision is taken for or against the proposal.

24. In 1957 Sub-Committee 9 of the Fifth Committee, whose report^{9/} formed the basis of the present conference pattern, submitted two propositions of cardinal

9/ Ibid., Twelfth Session, Annexes, agenda item 41, document A/C.5/731.

importance to the orderly administration of the annual programme. In summary they were as follows:

- (a) Under the Charter the function of considering and approving the budget of the Organization is reserved exclusively to the General Assembly, whose rules of procedure (notably rules 153-155) reinforce its power of financial control. Therefore, although certain United Nations bodies are authorized to decide the place of their meetings, this prerogative is necessarily subordinate to the appropriating authority of the General Assembly; and
- (b) As regards conference arrangements, it is the Secretary-General who is best placed to decide, in full knowledge of all pertinent factors, when and where a particular meeting can be held to greatest advantage.

The Secretary-General suggests that the Fifth Committee may wish to renew its endorsement of these two propositions, which aptly define the complementary responsibilities and duties respectively of the General Assembly and the chief administrative officer of the United Nations.

25. Special reference may also be made to operative paragraph 4 of the draft resolution. Initially - in the 1957 resolution - this provision was intended principally to cover the meetings of the various commodity conferences held, at intervals, under the auspices of the Economic and Social Council. In recent years, however, and despite the fact that an agreed programme cannot - in the nature of these conferences - be established some twelve to eighteen months in advance, a specific amount has been appropriated under section 2 of the annual budget (\$45,000 in each of the years 1963 and 1964) for the general purpose of holding commodity conferences, with additional financing being provided, if required, under paragraphs 1 and 1 (c) of the annual resolution relating to unforeseen and extraordinary expenses. This arrangement has worked satisfactorily, and the Secretary-General favours the retention of paragraph 4, both for the commodity conferences and for other conferences coming within the scope of its provisions. At the same time it is necessary to emphasize that the paragraph as a whole is qualified and governed by the first sentence. Its provisions cannot therefore legitimately be invoked unless the proposed session is demonstrably of an emergency nature.

26. Attention may pertinently be drawn at this point to the situation that has arisen in 1964, when several bodies have extended their sessions beyond the period prescribed in the approved programme. Thus, the Legal Sub-Committee of the Committee on Peaceful Uses of Outer Space could not complete its work in a three-week session in Geneva in March and held a further session at Headquarters from 5 to 23 October. Similarly, the Advisory Committee on the Application of Science and Technology held a second, and unscheduled, session in 1964, at Headquarters from 2 to 13 November 1964. The work of the Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples was continued on a regular basis during the months of September, October and November.

27. Only the postponement of the General Assembly's nineteenth session made possible the holding of these additional sessions, which constituted a departure from the authorized programme and - to the extent that any element of emergency was absent - from the principles laid down in paragraph 4 of resolution 1202 (XII).

28. The importance of a strict adherence to the approved conference programme will be greatly accentuated in 1965 and subsequent years. On the one hand, where existing bodies are concerned, there will, at best, be no diminution of activity or frequency of sessions; on the other hand, the work of the prospective Trade and Development Board, together with its main committees and other expert bodies - all of which will require full services - represents, on present showing, more than thirty weeks of meetings in 1965. It is obvious, in the face of so inordinately heavy a calendar of meetings, that the customary methods of improvisation to which the Secretariat has had to resort in recent years, will no longer suffice.

29. The Secretary-General would also refer to a further matter which he raised in his submission of December 1963^{10/} in the following terms:

"The Secretary-General would strongly urge that, as a general rule and until it has been possible to rationalize the normal annual programme of United Nations meetings, no more than one major special conference be scheduled annually."

^{10/} Ibid., Eighteenth Session, Annexes, agenda item 60, document A/5638, para. 16.

At the eighteenth session the General Assembly included the following paragraph in resolution 1987 (XVIII):

"4. Decides that, as a general rule, and at least until it becomes possible to rationalize the regular annual programme of conferences, not more than one major special conference should be scheduled annually."

The Secretary-General believes that a similar provision should be incorporated in the proposed new resolution with the following amendments: (a) the omission of the subordinate clause "... and at least until it becomes possible to rationalize the regular annual programme of conferences ...", which, as involving a subjective judgement, is somewhat imprecise, and (b) the addition of the words "of the United Nations". The proposed paragraph reads as follows:

"5. Decides that, as a general rule, not more than one major special conference of the United Nations should be scheduled annually."

IV

30. Annex III to the present report contains the basic programme of meetings for 1965 which, in accordance with established practice (as recommended in 1957 by Sub-Committee 9 of the Fifth Committee), is submitted for approval to the General Assembly. The programme is divided into three parts: Headquarters, New York; Geneva; other locations. In annex IV, which is similarly divided, the programme is arranged by month or period of the year, with the object of indicating the volume of conference work planned for a given place and given period.

31. It is to be noted that although the number of meetings by time and place can thus be measured with reasonable accuracy, it is less easy to make a precise correlation of staffing resources and staffing requirements (in the language sections) to the volume of meetings at the two major conference centres, Headquarters and Geneva. This is because it is accepted policy - and one which offers considerable advantages - to rely for precis-writing services on the translators in the English and French sections. This very flexibility makes it difficult to attempt a close estimate of the volume of work which the translation sections can undertake at any one time for particular purposes, i.e. for precis-writing, for translation of pre-session and in-session documents, and for the manning of forward echelons. At Headquarters, the normal precis-writing capacity

of the language services is between three and four meetings on any half-day between regular sessions of the General Assembly. It follows that when more than four bodies meet concurrently, a backlog of other work inevitably accumulates in the translation sections. As regards interpretation, the Interpretation Section at Headquarters can service between eight and ten meetings a day. There are generally one or two meetings a day of bodies requiring interpretation but not records. Therefore, in so far as meetings with full services are concerned, the true limit is that indicated above, viz four meetings on any one half-day.

32. The manning tables for the sections concerned (Interpretation, English, French and Spanish Sections) have been based on the factors mentioned above, and on a translation workload (for documents and publications) distributed - so far as this is possible - over the year. During sessions of the General Assembly a strengthening of the Interpretation Section and the English Translation Section, coupled with the transference of French and Spanish translators from translation to precis-writing (or translation of summary records), results in an enlarged capacity comprising seven teams of interpreters and precis-writing services for a maximum of six meetings at any one time.

33. As regards Geneva, the regular establishment of language and conference staff has been based for many years on two assumptions: (a) that its size would be limited to that required for the servicing of the normal Geneva meetings programme; and (b) that to the extent that other meetings were added - for example, major special conferences of the United Nations - additional staff would have to be provided by means of temporary assistance.

34. In recent years, there have been two parallel developments. On the one hand, a substantial expansion has occurred in the normal Geneva-based activities - an expansion that led the Secretary-General to propose, both for 1964 and 1965, some increase in the permanent strength of the Geneva language services. On the other hand, **there** has been a considerable extension of the Geneva conference programme as a whole, through the addition to the normal schedule of a series of large-scale special conferences. As a result of these developments, the point has now been reached where the number of temporary staff engaged for conference work is disproportionately large (in relation to the basic establishment), while the need for enlarging the conference facilities of the Palais des Nations has become acute.

V

35. The tentative programme of meetings for 1965 as shown in annex III of this report will give rise to certain budgetary consequences.

36. The Advisory Committee on Administrative and Budgetary Questions in paragraph 104 of its seventh report to the General Assembly at its nineteenth session^{11/} stated:

"The Committee is confident that the Economic and Social Council, by streamlining the meetings of its functional commissions and committees, will be able to effect some savings in the estimates for 1965, and the Committee therefore recommends that the estimates for travel of representatives under⁷ Chapter III of Section 1 be reduced by \$30,000. It should be noted that curtailment of the 1965 programme of meetings will result in additional savings in other sections of the budget estimates."

37. Since the calendar of meetings adopted by the Economic and Social Council at its thirty-seventh session contained no such curtailment, the reductions envisaged by the Advisory Committee will not be possible of accomplishment. The Secretary-General therefore seeks restoration of the amount of \$30,000 under chapter III of section 1 of the 1965 estimates. Furthermore, as the calendar of meetings adopted by the Council provides for sessions of the Sub-Commission on the Prevention of Discrimination and the Protection of Minorities from 11 to 29 January 1965, the Technical Assistance Committee from 14 June to 2 July 1965, and the Committee on Housing, Building and Planning from 13 to 24 September 1965, all to be held in Geneva, additional temporary assistance expenditures for the servicing of these meetings will arise in the amounts of \$19,100, \$27,000, and \$12,800 respectively. The additional temporary conference-servicing staff will be required for these sessions since they are held at times when the European Office will be fully engaged in the servicing of regular Geneva-based organs or the new bodies created under the Final Act of the United Nations Conference on Trade and Development.

38. Moreover, as a consequence of the reductions recommended by the Advisory Committee in the number of new posts requested by the Secretary-General for 1965, it will not be possible to increase the basic language and conference-servicing staff of the European Office. Since the initial estimates under chapter II of section 3 for temporary assistance for servicing meetings in Geneva were established at a lower level on the assumption that some strengthening of the

^{11/} Ibid., Nineteenth Session, Supplement No. 7 (A/5807).

establishment would be possible, this provision will now need to be increased to meet the servicing requirements of the thirty-ninth session of the Economic and Social Council, of the Commission on Human Rights and of the International Law Commission. The additional requirements in this regard are estimated at \$51,000.

39. The Secretary-General would therefore seek a total additional credit of \$109,900 to meet these expenses under chapter II of section 3.

40. In paragraphs 116-119 of the above-mentioned report, the Advisory Committee also presented its observations and recommendations concerning the level of the 1965 estimates for the Conference of the Eighteen-Nation Committee on Disarmament. Specifically, the Advisory Committee suggested that the preliminary estimates for 1965 should be established at approximately the 1964 appropriation level, and it recommended interim approval of a total of \$900,000, or a reduction of \$71,500 in the estimates submitted by the Secretary-General. This reduction was exclusive of possible further savings, referred to in paragraph 117 of the Committee's report, through an extension of the time-limit for the reproduction and distribution of the verbatim records of the Conference. The Committee further indicated that it intended to reconsider the matter when revised estimates were submitted to the General Assembly at its nineteenth session.

41. According to the report of the Conference of the Eighteen-Nation Committee on Disarmament,^{12/} the Committee has decided to resume its meetings in Geneva as soon as possible after consideration of the agenda item on disarmament by the General Assembly at its current session. The date of reconvening is to be decided by the two co-chairmen after consultation with members of the Committee. Accordingly, the Secretary-General has to assume for the moment that the Eighteen-Nation Committee will reconvene in March and, following the practice of past years, remain in session until September 1965. It is his further understanding, following a recent review of the question of delaying somewhat the issuance of the verbatim records of the Committee, that the members of the Eighteen-Nation Committee, and in particular the two co-chairmen, consider it absolutely necessary that these records should be issued as soon as possible after the close of the meeting to which they relate. This arrangement enables

^{12/} A/5731, para. 29.

the members of the Committee to hold informal conversations on the matters discussed during the meetings and to expedite consultations with their respective Governments. Since the preparation of the initial 1965 estimates, an inter-agency review has been made of the common conditions of employment of short-term Professional conference-servicing staff employed in Geneva and as a result it has been found mutually necessary to increase the rates of pay offered for the more experienced short-term conference staff serving as precis-writers, verbatim reporters, translators, editors and revisers. In addition, it has been agreed to increase the subsistence element in non-local Professional and General Service salaries, in recognition of the general increase in room and meal costs in Geneva. These increased costs will arise mainly in connexion with the servicing of the Conference of the Eighteen-Nation Committee on Disarmament, and are estimated, for the year 1965, on the assumption that its meetings will last for approximately six months, at \$66,800.

42. In the light of the foregoing considerations, the Secretary-General sees no possibility of reducing his initial estimates for the servicing of the Conference as recommended by the Advisory Committee. On the contrary, he would request additional credits in the amount of \$66,800 under chapter III of section 2, over and above his initial estimates for 1965.

43. In his initial 1965 estimates under chapter IV of section 2 the Secretary-General proposed the amount of \$63,000 for the holding of Geneva sessions of the two sub-committees of the Committee on the Peaceful Uses of Outer Space. In view, however, of the physical limitations on the conference facilities in Geneva, it is suggested in the proposed programme (annex III) that the 1965 sessions of these sub-committees should be held at Headquarters, New York. Should this suggestion be acceptable, it would be possible to reduce the 1965 estimates for this section by the full amount of \$63,000.

44. The programme of meetings (annex III) also lists the continuation into 1965 of the nineteenth session of the General Assembly. Additional credits will be required to cover the costs related to the servicing of a resumed session of the Assembly. It would be the intention of the Secretary-General to submit detailed revised estimates in this regard in due course.

45. The additional credits required for the adequate servicing of the new bodies recommended for establishment by the United Nations Conference on Trade and Development and included in the tentative conference programme as now presented have been covered separately in the Secretary-General's report to the General Assembly at its current session on the administrative and financial implications of the recommendations in the Final Act relating to institutional machinery (A/5829).

46. Similarly, the additional costs for the servicing of the Plenipotentiary Conference on Trade with Land-locked Countries are contained in the separate report of the Secretary-General giving the total financial implications in this regard (A/5849).

* * * *

47. In the disquieting situation which the present paper discloses the Secretary-General suggests that the object in view - the establishment of a rational meetings programme - can best be achieved if the efforts of the General Assembly and other organs are concentrated on particular areas where improvement, in the form of a reduction in frequency and/or duration of sessions, is not impossible. Apart from the principal organs, whose sessions or meetings are governed directly or indirectly by Charter provisions,^{13/} it has from the outset been recognized that there are cases where other than financial or administrative considerations must prevail when the meeting place of a body and the frequency and duration of its sessions are under study. Typical examples are meetings of a political character such as the Conference of the Eighteen-Nation Committee on Disarmament and the Conference on the Discontinuance of Nuclear Weapon tests. But with these and other obvious exceptions, it may perhaps be accepted that progress can be achieved if, in addition to the specific provisions contained in the proposed pattern of conferences, conscientious efforts are made to decrease the aggregate volume of meetings held by subsidiary bodies of the General Assembly, the Economic and Social Council and the Trusteeship Council. It remains true that the success of any such efforts depends upon the Member States themselves and upon their delegations in the Main Committees of the General Assembly and in the Councils.

^{13/} Articles 20, 28, 72 and 90.

ANNEX I

GENERAL ASSEMBLY RESOLUTION 1202 (XII) OF 13 DECEMBER 1957 AS
AMENDED BY RESOLUTION 1851 (XVII) OF 19 DECEMBER 1962

Pattern of conferences

The General Assembly,

Recalling its resolution 694 (VII) of 20 December 1952,

Recognizing the need to establish further clear procedures for the planning and financing of meetings and conferences of the United Nations in order that the most rational and economical use may be made of the resources of the Organization,

1. Decides that a fixed pattern of conferences to govern the places and dates of the meetings of United Nations bodies shall come into force on 1 January 1958 for a period of five years;

2. Decides further that, as a general principle, meetings of United Nations bodies shall be held at the established headquarters of the bodies concerned, with the following exceptions:

(a) The regular summer session of the Economic and Social Council may be held each year at Geneva, during which period no other United Nations body shall meet there;

(b) Not more than one functional commission of the Economic and Social Council, to be determined by that Council, in addition to the Commission on Narcotic Drugs, may meet annually in Geneva; a session of the Commission on Narcotic Drugs may, in exceptional circumstances, and by decision of the Economic and Social Council in consultation with the Secretary-General, be held in New York; in such years one other functional commission may meet in Geneva in its place without overlap;

(c) The regular sessions of the Economic Commission for Asia and the Far East, the Economic Commission for Latin America, and the Economic Commission for Africa, as well as meetings of their subsidiary bodies, may be held away from their headquarters when the commission concerned so decides, subject, in the case of regular sessions of the commissions, to the approval of the Economic and Social Council and of the General Assembly;

(d) The annual session of the International Law Commission would be held in Geneva;

(e) Meetings may be held away from the established headquarters of any body in other cases where a Government issuing an invitation for a meeting to be held within its territory has agreed to defray, after consultation with the Secretary-General as to their nature and possible extent, the additional costs involved;

3. Requests the Secretary-General to submit to the General Assembly each year a basic programme of conferences for the following year established in conformity with the present pattern and after consultation, as appropriate, with the organs concerned;

4. Decides that as a general rule any meeting, other than an emergency meeting, not covered by the basic programme for a given year shall not be held during that year; the General Assembly nevertheless authorizes the Secretary-General, within a financial limit to be set annually in the resolution relating to unforeseen and extraordinary expenses, to decide when and where any body or ad hoc conference not covered by the basic annual programme shall meet; in the event that the decision of the Secretary-General is not accepted, the final decision in the matter shall be taken by the Assembly at its next regular session;

5. Invites all organs of the United Nations as well as the specialized agencies to review their working methods and the frequency and length of sessions in the light of the present resolution and of the growing volume of meetings, the resulting strain on available resources, and the difficulty of effective participation of members.

ANNEX II

DRAFT RESOLUTION

Pattern of Conferences

The General Assembly,

Recalling its resolutions 1202 (XII) of 13 December 1957, 1851 (XVII) of 19 December 1962, and 1987 (XVIII) of 17 December 1963,

1. Decides that a fixed pattern of conferences to govern the places and dates of the meetings of United Nations bodies shall come into force on 1965 for a further period of five years;

2. Decides further that, as a general principle, meetings of United Nations bodies shall be held at the established headquarters of the bodies concerned, with the following exceptions:

- (a) The sessions of the International Law Commission shall be held in Geneva;
- (b) The under-mentioned bodies may meet in Geneva if the exigencies of their work so require:

Scientific Committee on the Effects of Atomic Radiation;

The Sub-Committees (Scientific and Technical; Legal) of the Committee on the Peaceful Uses of Outer Space;

(c) The regular summer session of the Economic and Social Council may be held each year in Geneva, provided that the opening date falls in the last week of June;

(d) Not more than one functional commission of the Economic and Social Council, to be determined by that Council, in addition to the Commission on Narcotic Drugs, may meet annually in Geneva; save that:

- (i) A session of the Commission on Narcotic Drugs may - in exceptional circumstances, and by decision of the Economic and Social Council taken after consultation with the Secretary-General - be held at Headquarters, New York; in such years one other functional commission may meet in Geneva in its place without overlap;

(ii) Notwithstanding the foregoing provisions, sessions of not more than three commissions or committees of the Economic and Social Council (in addition to those referred to above) may - by decision of that Council taken after consultation with the Secretary-General - be held in Geneva during the period September to December without overlap;

(e) The regular sessions of the Economic Commission for Asia and the Far East, the Economic Commission for Latin America, and the Economic Commission for Africa, as well as meetings of their subsidiary bodies, may be held away from their headquarters when the commission concerned so decides, subject, in the case of regular sessions of the commissions, to the approval of the Economic and Social Council and of the General Assembly;

(f) In other cases meetings may be held away from the established headquarters or authorized meeting place of any body where a Government issuing an invitation for a meeting to be held within its territory has agreed to defray, after consultation with the Secretary-General as to their nature and possible extent, the actual additional costs directly and indirectly involved;

3. Requests the Secretary-General to submit to the General Assembly each year a basic programme of conferences for the following year established in conformity with the present pattern and after consultation, as appropriate, with the organs concerned;

4. Decides that as a general rule any meeting, other than an emergency meeting, not covered by the basic programme for a given year shall not be held during that year. The General Assembly nevertheless authorizes the Secretary-General, within a financial limit to be set annually in the resolution relating to unforeseen and extraordinary expenses, to decide when and where any body or ad hoc conference not covered by the basic annual programme shall meet; in the event that the decision of the Secretary-General is not accepted, the final decision in the matter shall be taken by the Assembly at its next regular session;

5. Decides that, as a general rule, not more than one major special conference of the United Nations should be scheduled annually;

6. Invites all organs of the United Nations as well as the specialized agencies to review their working methods and the frequency and length of sessions in the light of the present resolution and of the growing volume of meetings, the resulting strain on available resources, and the difficulty of ensuring the effective participation of members.

ANNEX III

BASIC PROGRAMME OF MEETINGS FOR 1965

Part I. Headquarters, New York

<u>General Assembly and related bodies</u>	<u>Date</u>
General Assembly (resumed nineteenth session)	18 January -
Advisory Committee on Administrative and Budgetary Questions	During General Assembly session
United Nations Scientific Advisory Committee	8 - 10 February
Committee on the Peaceful Uses of Outer Space: Legal Sub-Committee <u>a/</u>	29 March - 21 April
Committee on the Peaceful Uses of Outer Space: Scientific and Technical Sub-Committee <u>a/</u>	26 April - 7 May
Board of Auditors	17 May - 18 June
Advisory Committee on Administrative and Budgetary Questions	May - June (8 weeks)
Committee on the Peaceful Uses of Outer Space	September (2 weeks, before opening of twentieth session of General Assembly)
Committee on Contributions	September (2 weeks, before opening of twentieth session of General Assembly)
Advisory Committee on the Application of Science and Technology to Development	7 - 17 September
Committee on Arrangements for a Conference for the Purpose of Reviewing the Charter	(16 September)
Advisory Committee on Administrative and Budgetary Questions	September - December
United Nations Administrative Tribunal	20 - 24 September (5 meetings)
General Assembly (twentieth session)	21 September - December
Inter-regional Seminar on Economic application of Water Desalinization	22 September - 2 October

a/ The Committee has not yet decided whether this Sub-Committee shall meet at Headquarters or in Geneva.

General Assembly and related bodies (continued)

	<u>Date</u>
<u>Ad hoc</u> Committee of the General Assembly for the announcement of voluntary contributions to the programme of the United Nations High Commissioner for Refugees	November (1 meeting)
<u>Ad hoc</u> Committee of the General Assembly for the announcement of voluntary contributions to the United Nations Relief and Works Agency for Palestine Refugees in the Near East	November (1 meeting)
United Nations Pledging Conference on the Expanded Programme of Technical Assistance and the Special Fund	November (2 meetings)
Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples	in continuous session
Sub-Committee on Petitions	" " "
Other Sub-Committees	" " "
Special Committee on the Policies of <u>Apartheid</u> of the Government of the Republic of South Africa	as required
Committee on Application for Review of Administrative Tribunal Judgements	as required
Committee on the International Co-operation Year	undetermined
Peace Observation Commission	1 meeting
United Nations Joint Staff Pension Board: Standing Committee	3 - 4 sessions in the year: sessions in February, June, September and December (schedule subject to change)
United Nations Staff Pension Committee	4 meetings in the year: meetings in January, April, June and September (schedule subject to change)
Investments Committee	4 meetings in the year
United Nations Conciliation Commission for Palestine	4 - 5 meetings in the year

Security Council and related bodies

	<u>Date</u>
Security Council	in continuous session
Expert Committee established in pursuance of Security Council resolution S/5773	January (10 meetings) February (15 meetings)
Military Staff Committee	once every fortnight
Disarmament Commission	undetermined

Economic and Social Council and related bodies

Special Fund: Governing Council (thirteenth session)	11 - 18 January
Economic and Social Council (thirty-eighth session)	15 - 26 March
Population Commission	23 March - 5 April
Consultative Committee on Public Information	29 March - 2 April
Technical Assistance Board: Working Group on Administrative and Financial Management	5 - 6 April
Technical Assistance Board	7 - 14 April
Statistical Commission	20 April - 10 May
<u>Ad hoc</u> Committee on Social Welfare	26 - 30 April
Social Commission (sixteenth session)	3 - 19 May
Committee for Industrial Development	11 - 31 May
Special Committee on Co-ordination	1 - 7 June
Special Fund: Governing Council (fourteenth session)	1 - 8 June ^{b/}
United Nations Children's Fund: Committee on Administrative Budget	3 - 4 June
United Nations Children's Fund: Programme Committee	7 - 11 June
United Nations Children's Fund: Executive Board	14 - 23 June
Council Committee on Non-Governmental Organizations	4 - 5 October
Technical Assistance Board	October (1 week)
Administrative Committee on Co-ordination: Preparatory Committee (fiftieth session)	October (2 weeks)
Administrative Committee on Co-ordination (fortieth session)	October (3 days)
Technical Assistance Committee	22 - 26 November ^{b/}

b/ Subject to decision to be taken by the General Assembly at its nineteenth session on the recommendation of the Economic and Social Council (resolution 1020 (XXXVII)) concerning a United Nations Development Programme.

<u>Economic and Social Council and related bodies (continued)</u>	<u>Date</u>
Training Programme for Foreign Service officers	November - mid-December
<u>Ad hoc Working Group on the Question of a Declaration on International Economic Co-operation</u>	<u>c/</u>

United Nations Conference on Trade and Development and Commodity Meetings

Working Group of the United Nations <u>Ad hoc</u> Committee on Tungsten	18 - 22 January
Standing Committee of the International Lead and Zinc Study (sixteenth session)	19 February
Trade and Development Board (first session)	5 - 23 April
Non-ferrous metals Meetings	26 - 30 April (tentative)
Special Committee on Preferences	10 - 28 May
Expert Group on Monetary and Financial Questions	14 June - July (3 - 4 weeks)

Trusteeship Council and Committees

Trusteeship Council (thirty-second session)	23 June (4 weeks)
Drafting Committees of the Council	During Council's session

Part II. European Office, Geneva

General Assembly and related bodies

	<u>Date</u>
International Law Commission (seventeenth session)	3 May - 9 July
Executive Committee of the Programme of the United Nations High Commissioner for Refugees	10 - 19 May
International Civil Service Advisory Board	17 - 28 May
Executive Committee of the Programme of the United Nations High Commissioner for Refugees	4 - 15 October
United Nations Scientific Committee on the Effects of Atomic Radiation	15 - 26 November
Eighteen-Nation Disarmament Committee	undetermined

c/ Subject to the decision of the Economic and Social Council at its thirty-eighth session, the Working Group will meet for a period of two weeks (date and place not yet determined).

<u>Economic and Social Council and related bodies</u>	<u>Date</u>
World Health Organization: Committee on Administration, Finance and Legal Matters	11 - 18 January
Sub-Commission on Prevention of Discrimination and Protection of Minorities	11 - 29 January
World Health Organization: Executive Board (thirty-fifth session)	19 January - 4 February
Freedom from Hunger Campaign Advisory Committee of non-governmental organizations (FAO)	22 - 24 February
Permanent Central Opium Board/Drug Supervisory Body (special session)	1 - 5 March
GATT Contracting Parties	2 - 26 March
Commission on Human Rights (twenty-first session)	22 March - 15 April
Administrative Committee on Co-ordination: Sub-Committee on Education and Training	12 - 13 April
Administrative Committee on Co-ordination: Preparatory Committee	14 - 26 April
Economic Commission for Europe (twentieth session)	21 April - 7 May
Economic Commission for Europe: technical committees	throughout the year
Inter-Governmental Committee for European Migration: Executive Committee and Council	27 April - 7 May
Eighteenth World Health Assembly	4 - 22 May
Training Programme for Foreign Service officers	mid-May - end October
World Health Organization: Executive Board (thirty-sixth session)	24 - 26 May
Permanent Central Opium Board/Drug Supervisory Body (joint session)	24 May - 4 June
International Labour Conference (forty-ninth session)	2 - 25 June
Technical Assistance Committee	14 June - 2 July
Economic and Social Council (thirty-ninth session)	29 June - 30 July ^{d/}
Technical Assistance Board	July (1 week)
Committee on Housing, Building and Planning (third session)	13 - 24 September
Permanent Central Opium Board/Drug Supervisory Body (joint session)	25 October - 12 November
Commission on Narcotic Drugs (twentieth session)	29 November - 22 December

^{d/} With possible extension of a few days if necessary.

<u>United Nations Conference on Trade and Development and Commodity Meetings</u>	<u>Date</u>
Special Working Group of International Lead and Zinc Study Group	31 May - 11 June
Committee on Commodities (first session) (including Working Party on International Organization of Commodity Trade and establishment of Sub-Group on commodities affected by synthetic substitutes and other substitute products)	12 July - 6 August
United Nations Conference on Transit Trade of Land-locked Countries	3 - 30 August
Regional Development Fund Expert Committee	9 - 20 August
Committee on Manufactures (first session)	27 September - 15 October
Interim Co-ordinating Committee for International Commodity Arrangements	October (1 week)
Committee on Invisibles and Financing Related to Trade (first session) (including Expert Group on Repayment of Loans)	19 October - 5 November
Trade and Development Board (second session)	23 November - 16 December

Part III. Locations other than New York or Geneva

	<u>Date</u>	<u>Place of meeting</u>
Economic Commission for Africa	9 - 23 February	Nairobi, Kenya
Economic Commission for Africa: technical committees	throughout the year	Addis Ababa, Ethiopia
Commission on the Status of Women (eighteenth session)	1 - 20 March	Teheran, Iran
Economic Commission for Asia and the Far East	16 - 29 March	Wellington, New Zealand
Economic Commission for Asia and the Far East: technical committees	throughout the year	Bangkok, Thailand
Consultative Committee on Administrative Questions	22 March - 2 April	Montreal, Canada
Advisory Committee on the Application of Science and Technology to Development e/	31 March - 9 April	Paris, France
Interim Co-ordinating Committee for International Commodity Arrangements	May (10 days)	London, England

e/ Subject to forthcoming decision of the Economic and Social Council at its resumed thirty-seventh session.

	<u>Date</u>	<u>Place of meeting</u>
Administrative Committee on Co-ordination	28 - 30 April	Vienna, Austria
Investments Committee	May (3 days)	Rome, Italy
Committee of Actuaries	May (3 days)	Rome, Italy
Economic Commission for Latin America	4 - 18 May	Santo Domingo, Dominican Republic
Economic Commission for Latin America: technical committees	throughout the year	Santiago, Chile
International Civil Aviation Organization Assembly (fifteenth session)	22 June - 19 July	Montreal, Canada
Third United Nations Congress on the Prevention of Crime and the Treatment of Offenders	9 - 18 August	Stockholm, Sweden
World Population Conference: Preparatory Committee	27, 28 August	Belgrade, Yugoslavia
World Population Conference	30 August - 10 September	Belgrade, Yugoslavia
International Lead and Zinc Study Group (ninth session)	October - November (2 weeks)	Tokyo, Japan

ANNEX IV

BASIC CALENDAR OF MEETINGS FOR 1965

Part I. Headquarters, New York

<u>In continuous session throughout the year</u>	<u>Date</u>
Security Council	as required
Military Staff Committee	once every fortnight
<u>Between sessions of the General Assembly</u>	
Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples	in continuous session
Sub-Committees of the Special Committee	" " "
Special Committee on the Policies of <u>apartheid</u> of the Government of the Republic of South Africa	as required
Committee on Application for Review of Administrative Tribunal Judgements	as required
Committee on the International Co-operation Year	undetermined
Peace Observation Commission	1 meeting
Investments Committee	4 meetings in the year
United Nations Conciliation Commission for Palestine	4 - 5 meetings in the year
Disarmament Commission	undetermined

1965

JANUARY

18 January -	General Assembly (resumed nineteenth session)
(During General Assembly session)	Advisory Committee on Administrative and Budgetary Questions
1 meeting	United Nations Staff Pension Committee
10 meetings	Expert Committee established in pursuance of Security Council resolution S/5773
11 - 18 January	Special Fund: Governing Council (thirteenth session)
18 - 22 January	Working Group of the United Nations <u>Ad Hoc</u> Committee on Tungsten

FEBRUARY

8 - 10 February	United Nations Scientific Advisory Committee
1 session	United Nations Joint Staff Pension Board: Standing Committee
19 February	Standing Committee of the International Lead and Zinc Study Group (sixteenth session)
15 meetings	Expert Committee established in pursuance of Security Council resolution S/5773

MARCH

15 - 26 March	Economic and Social Council (thirty-eighth session)
23 March - 5 April	Population Commission
29 March - 2 April	Consultative Committee on Public Information (thirty-third session)
29 March - 21 April	Committee on the Peaceful Uses of Outer Space: Legal Sub-Committee <u>a/</u>

a/ The Committee has not yet decided whether this Sub-Committee shall meet at Headquarters or in Geneva.

APRIL

5 - 6 April	Technical Assistance Board: Working Group on Administrative and Financial Management
5 - 23 April	Trade and Development Board (first session)
7 - 14 April	Technical Assistance Board
20 April - 10 May	Statistical Commission (thirteenth session)
26 - 30 April	<u>Ad Hoc</u> Committee on Social Welfare
26 - 30 April (tentative)	Non-ferrous metals meetings
26 April - 7 May	Committee on the Peaceful Uses of Outer Space: Scientific and Technical Sub-Committee <u>b/</u>
1 meeting	United Nations Staff Pension Committee

MAY

3 - 19 May	Social Commission (sixteenth session)
10 - 28 May	Special Committee on Preferences
11 - 31 May	Committee for Industrial Development
17 May - 18 June	United Nations Board of Auditors
May - June (8 weeks)	Advisory Committee on Administrative and Budgetary Questions

JUNE

1 session	United Nations Joint Staff Pension Board: Standing Committee
1 meeting	United Nations Staff Pension Committee
1 - 7 June	Special Committee on Co-ordination
1 - 8 June	Special Fund: Governing Council (fourteenth session) <u>c/</u>

b/ The Committee has not yet decided whether this Sub-Committee shall meet at Headquarters or in Geneva.

c/ Subject to decision to be taken by the General Assembly at its nineteenth session on the recommendation of the Economic and Social Council (resolution 1020 (XXVII)) concerning a United Nations Development Programme.

JUNE (continued)

3 - 4 June	United Nations Children's Fund: Committee on Administrative Budget
7 - 11 June	United Nations Children's Fund: Programme Committee
14 - 23 June	United Nations Children's Fund: Executive Board
14 June - July (3 - 4 weeks)	Expert Group on Monetary and Financial Questions
23 June (4 weeks)	Trusteeship Council (thirty-second session)
" " "	Drafting Committees of the Trusteeship Council

JULY and AUGUST

No meetings scheduled to begin in July or August

SEPTEMBER

September - December	Advisory Committee on Administrative and Budgetary Questions
1 session (2 weeks) before the opening of the twentieth session of the General Assembly	Committee on Contributions
1 session (2 weeks) before the opening of the twentieth session of the General Assembly	Committee on the Peaceful Uses of Outer Space
7 - 17 September	Advisory Committee on the Application of Science and Technology to Development
(16 September)	Committee on Arrangements for a Conference for the Purpose of Reviewing the Charter
20 - 24 September (5 meetings)	United Nations Administrative Tribunal
22 September - 2 October	Inter-regional Seminar on Economic Application of Water Desalinization
21 September - December	General Assembly (twentieth session)
1 session	United Nations Joint Staff Pension Board: Standing Committee
1 meeting	United Nations Staff Pension Committee

OCTOBER

4 - 5 October	Economic and Social Council: Council Committee on Non-Governmental Organizations
1 session (1 week)	Technical Assistance Board
1 session (2 weeks)	Administrative Committee on Co-ordination: Preparatory Committee (fiftieth session)
1 session (3 days)	Administrative Committee on Co-ordination (fortieth session)

NOVEMBER

22 - 26 November	Technical Assistance Committee ^{d/}
1 meeting	<u>Ad Hoc</u> Committee of the General Assembly for the announcement of voluntary contributions to the programmes of the United Nations High Commissioner for Refugees
1 meeting	<u>Ad Hoc</u> Committee of the General Assembly for the announcement of voluntary contributions to the United Nations Relief and Works Agency for Palestine Refugees in the Near East
2 meetings	United Nations Pledging Conference on the Expanded Programme of Technical Assistance and the Special Fund
November- mid-December	Training Programme for Foreign Service officers

DECEMBER

1 session	United Nations Joint Staff Pension Board: Standing Committee
1 meeting	United Nations Staff Pension Committee
1 session	<u>Ad Hoc</u> Working Group on the Question of a Declaration on International Economic Co-operation <u>e/</u>

d/ Subject to decision to be taken by the General Assembly at its nineteenth session on the recommendation of the Economic and Social Council (resolution 1020 (XXVII)) concerning a United Nations Development Programme.

e/ Subject to the decision of the Economic and Social Council at its thirty-eighth session, the Working Group will meet for a period of two weeks (date and place not yet determined).

Part II. European Office, Geneva

Undetermined

Eighteen-Nation Disarmament Committee

Throughout the year

Economic Commission for Europe: technical committees

JANUARY

11 - 18 January

World Health Organization: Standing
Committee on Administration, Finance
and Legal Matters

11 - 29 January

Sub-Commission on Prevention of
Discrimination and Protection of
Minorities

19 January - 4 February

World Health Organization: Executive
Board (thirty-fifth session)

FEBRUARY

22 - 24 February

Freedom from Hunger Campaign: Advisory
Committee of non-governmental
organizations (FAO)

MARCH

1 - 5 March

Permanent Central Opium Board/Drug
Supervisory Body (special session)

2 - 26 March

GATT Contracting Parties

22 March - 15 April

Commission on Human Rights (twenty-first
session)

APRIL

12 - 13 April

Administrative Committee on Co-ordination:
Sub-Committee on Education and Training

14 - 26 April

Administrative Committee on Co-ordination:
Preparatory Committee

21 April - 7 May

Economic Commission for Europe (twentieth
session)

27 April - 7 May

Inter-Governmental Committee for European
Migration: Executive Committee and
Council

MAY

3 May - 9 July	International Law Commission (seventeenth session)
4 - 22 May	Eighteenth World Health Assembly
10 - 19 May	Executive Committee of the Programme of the United Nations High Commissioner for Refugees
17 - 28 May	International Civil Service Advisory Board
24 - 26 May	World Health Organization: Executive Board (thirty-sixth session)
24 May - 4 June	Permanent Central Opium Board/Drug Supervisory Body (joint session)
31 May - 11 June	Special Working Group of International Lead and Zinc Study Group
mid-May - end October	Training Programme for Foreign Service officers

JUNE

2 - 25 June	International Labour Conference (forty-ninth session)
14 June - 2 July	Technical Assistance Committee ^{f/}
29 June - 30 July ^{g/}	Economic and Social Council (thirty-ninth session)

JULY

12 July - 6 August	Committee on Commodities (first session) (including <u>Ad Hoc</u> Working Party on International Organization of Commodity Trade and establishment of sub-group on commodities affected by synthetic substitutes and other substitute products)
1 session (1 week)	Technical Assistance Board

^{f/} Subject to decision to be taken by the General Assembly at its nineteenth session on the recommendation of the Economic and Social Council (resolution 1020 (XXVII)) concerning a United Nations Development Programme.

^{g/} With possible extension of a few days if necessary.

AUGUST

9 - 20 August

Regional Development Fund Expert Committee

3 - 30 August

United Nations Conference on Transit
Trade of Land-locked Countries

SEPTEMBER

13 - 24 September

Committee on Housing, Building and
Planning (third session)

27 September - 15 October

Committee on Manufactures (first session)

OCTOBER

4 - 15 October

Executive Committee of the Programme of
the United Nations High Commissioner for
Refugees

19 October - 5 November

Committee on Invisibles and Financing
Related to Trade (first session,
including Expert Group on Repayment of
Loans)

25 October - 12 November

Permanent Central Opium Board/Drug
Supervisory Body (joint session)

1 session (1 week)

Interim Co-ordinating Committee for
International Commodity Arrangements

NOVEMBER

15 - 26 November

United Nations Scientific Committee on
the Effects of Atomic Radiation

23 November - 16 December

Trade and Development Board (second
session)

29 November - 22 December

Commission on Narcotic Drugs (twentieth
session)

DECEMBER

No meetings are scheduled to begin in December

Part III. Locations other than New York or Geneva

		<u>Place of meeting</u>
<u>Throughout the year</u>	Economic Commission for Africa: technical committees	Addis Ababa, Ethiopia
	Economic Commission for Asia and the Far East: technical committees	Bangkok, Thailand
	Economic Commission for Latin America: technical committees	Santiago, Chile
FEBRUARY		
9 - 23 February	Economic Commission for Africa	Nairobi, Kenya
MARCH		
1 - 20 March	Commission on the Status of Women (eighteenth session)	Teheran, Iran
16 - 29 March	Economic Commission for Asia and the Far East	Wellington, New Zealand
22 March - 2 April	Consultative Committee on Administrative Questions	Montreal, Canada
31 March - 9 April	Advisory Committee on the Application of Science and Technology to Development	Paris, France
APRIL		
28 - 30 April	Administrative Committee on Co-ordination	Vienna, Austria
MAY		
1 session (10 days)	Interim Co-ordinating Committee for International Commodity Arrangements	London, England
1 session (3 days)	Investments Committee	Rome, Italy
1 session (3 days)	Committee of Actuaries	Rome, Italy
4 - 18 May	Economic Commission for Latin America	Santo Domingo, Dominican Republic

Place of meeting

JUNE

22 June - 19 July	International Civil Aviation Organization Assembly (fifteenth session)	Montreal, Canada
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AUGUST

9 - 13 August	Third United Nations Congress on the Prevention of Crime and the Treatment of Offenders	Stockholm, Sweden
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27 - 28 August	World Population Conference: Preparatory Committee	Belgrade, Yugoslavia
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30 August - 10 September	World Population Conference	Belgrade, Yugoslavia
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OCTOBER

October - November (2 weeks)	International Lead and Zinc Study Group (ninth session)	Tokyo, Japan
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